



Chairman: Cllr A Sisson

**Clerk: Sarah Kyle
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11th January 2022

A meeting of Hethersgill Parish Council is to be held on Tuesday 18th January 2022 in the Parish Hall, (large hall) Hethersgill at 7.30pm.

This is a public meeting and all are welcome. Do not attend if you show any COVID-19 symptoms. In line with our updated risk assessment, please endeavour to undertake a lateral flow test prior to attending. Please also be aware that it is legally required that a face covering be worn by all attendees throughout the meeting.

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Yours faithfully

Sarah Kyle
Clerk and Responsible Financial Officer

Agenda

- 1. Apologies for absence:** to receive written apologies and approve reasons for absence
- 2. Declarations of Interest and Request for Dispensations:**
 - a) The Clerk to report any requests received since the previous meeting for dispensations to speak and/or vote on any matter where a member has a disclosable pecuniary interest and to;
 - b) receive declarations by members of interests in respect of items on this agenda
- 3. Minutes of the meeting of the Parish Council held on 16th November 2021**

To receive and approve the accuracy of the **attached** last minutes of the Parish Council and to authorise the Chairman to sign
- 4. Public Participation**

In accordance with Standing Order 3e the Chairman will, at her discretion:

 - a) invite members of the public to address the meeting in relation to the business to be transacted at this meeting and;
 - b) receive reports from City and County Councillors
- 5. Administrative Matters**
 - 5.1 Broadband**

To consider any update with improvements in the parish
 - 5.2 Parish Survey**

To consider the framework and timeline for the hosting of a public meeting

5.3 Queen's Platinum Jubilee 2nd June 2022

To further consider the above, including the potential planting of a commemorative tree

5.4 Borderlands and Carlisle City Update

To receive an update from the above from attending Cllrs

5.5 Householder Pack

To consider an update

6. Highways Matters

6.1 Updates

To verbally update on previously reported matters and bring new issues to the attention of the Clerk

7. Finance Matters

7.1 Payments

To resolve to authorise two Councillors to sign to permit the payments below

- Sarah Kyle, December Salary, £229.32
- Sarah Kyle, January Salary, £229.32
- HMRC, December PAYE, £57.40
- HMRC, January PAYE, £57.40
- Hethersgill Parish Hall, forwarding of CPCA grant payment, £1305

7.2 Receipts

To resolve to note the receipt of £1305 from Carlisle City Council for payment to the Parish Hall

7.3 Bank Reconciliation and Budget Update

To note the [attached](#) budgetary update and agree the bank reconciliation

7.4 Grounds Maintenance

To resolve to accept the quotation for grass cutting for 2022

8. Planning Matters:

21/0992 Barn Adjacent Hall Hills Farm, Hethersgill, Carlisle, CA6 6HW - Conversion Of And Extension To Barn

To Provide 1no. Dwelling House (Revised Application)

To note that permission has been granted

21/1126 Shield Green, Kirklington, Carlisle, CA6 6BE Roofing Over Existing Open Silage Pit

To resolve to note that the Clerk responded under delegated powers with no representation

9. Councillor Matters: To bring to the attention of the Clerk any new issues on behalf of residents

Note: no decisions can be made on these matters, but the Clerk may make investigations and/or they may be placed on a future agenda of the Council. Future agenda items should be submitted to the Clerk by 4th March 2022

10. Date of Next Meeting

To resolve that the next of the Parish Council will be held in Hethersgill Parish Hall on Tuesday 15th March at 7.30pm. The meeting will take place subject to business to transact, COVID regulations, hall accessibility and member availability at that time.

Members are reminded that, in accordance with the code of conduct, they are required to declare any disclosable pecuniary interests or other registrable interests on a 'notification by member of pecuniary and other registrable interests' form. The code places a duty on all parish councillors to ensure that the information given in their notice of interest is current and it is a breach of the code should parish councillors fail to give further notice in order to ensure that their personal interests form is up to date. Members are therefore politely reminded of the need to complete a new form in respect of any change to their interests, including changes of employment, ownership or renting of property within 28 days of any change taking place.

HETHERSGILL PARISH COUNCIL

Minutes of a Meeting held on Tuesday 16th November 2021 at 7.30pm in the Parish Hall, Hethersgill

Present Cllr A Sisson (Chair), Cllrs S Barrett, A Gash, M Irving, A Oswin, and C Williams.

In Attendance County Cllr J Mallinson and the Clerk, S Kyle.

ACTION

048/21 Apologies for Absence

Apologies were received and accepted from Cllrs F Heaton, for personal reasons, and A Smith. The Council recorded its sympathy to Cllr Smith following his recent bereavement. Apologies were also received from City Cllr D Shepherd.

049/21 Request for Dispensations and Declarations of Interest

No declarations of interest were made and no new request for dispensations were made. (Previous dispensations for the setting of the precept being valid until the end of the Council term).

050/21 Minutes of a Meeting of the Parish Council held on 21st September 2021

Resolved that the Chairman be authorised to sign the minutes of the last Parish Council meeting as a true record.

051/21 Public Participation

No members of the public were present. County Cllr J Mallinson welcomed any questions.

052/21 Administrative Matters

052.1 Broadband

Cllr Gash reported ongoing problems in obtaining broadband for his own property, which is believed to be a repeated problem in various pockets of the parish.

052.2 Parish Survey

A proposal was made to host a public meeting to launch the survey and create a working group, with spring being agreed as the optimum time to host it. Members of the Hall Committee, PCC, and Social Committees to be invited. It was also agreed that the evening could also be used as a launch for the Householder booklet.

Resolved that a timeline and framework be created prior to the January meeting. Also resolved that the Householder booklet be revived; a copy to be circulated for updated information to be included.

MI
SK

052.3 Queen's Platinum Jubilee Beacons 2nd June 2022

It was noted that a venue for the lighting of a temporary beacon had been arranged.

Resolved to contact the Social Committee to enquire whether they wish to resurrect the VE Day celebration plans for during this commemoration weekend.

MI

052.4 Bolton Fell Moss Guided Walk 13/11/21

Cllrs Barrett and Oswin had attended the above walk around the Moss, noting it was interesting and useful. Public access is not yet available due to drainage and safety issues, although it is hoped to be opened by the end of next year. It was also noted that

Signed (Chairman).....
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a project linking with the memories of local residents was underway with community involvement requested.

Resolved that a report on the walk will be included in the next Gill.

AO

5.5 Borderlands and Carlisle City Update

It was noted the above Teams event on 18th November at 7pm will be attended by Cllrs Irving and Williams. A report will be provided at the next meeting, if appropriate.

5.6 Local Cycling and Walking Infrastructure Plans Follow-up Public Consultation (LCWIP)

The above consultation had been previously shared by email. It was noted that it did not directly affect the Parish however, Cllrs are able to comment individually or can submit responses to the Clerk for collation if desired, the deadline for response being 26 November.

053/21 Highways Matters

053.1 Updates

No new matters to report were provided; it was noted that the repairs to Sandy Lonning had been substantial and well carried out.

052.2 Himalayan Balsam

It was reported that works to submit a grant application to the Hallburn Wind Farm grant fund were underway for equipment such as Hi-Viz vests and gloves. Signage to inform and educate regarding the Balsam is also planned, with Hall Committee consent being required depending on location. It was noted that any works taking place will need to be on public land or on a public footpath as works on private land will not be funded. The topic will be highlighted at the public meeting (minute 052.2 refers).

Resolved that an application for equipment will be submitted, with the Parish Council to consider funding any deficit. Also resolved that the Clerk will give access details of the YPO account to Cllr Williams.

CW
AG
SK

052.3 Grounds Maintenance

Arrangements for the 2023 grass cutting contract at Sandholes and the crossroads was considered.

Resolved to confirm with the current contractor how many cuts are required and obtain a quotation for consideration in January.

SK

054/21 Finance Matters

054.1 Payments

Resolved to approve payments, including retrospective payments, as follows:

- Sarah Kyle, October Salary, £229.32
- Sarah Kyle, November Salary, £229.52
- HMRC, October PAYE, £57.40
- HMRC, November PAYE, £57.20
- Equiphase, domain renewal, £17.00
- Equiphase, hosting renewal, £66.00
- ICO, Data Protection, £35.00
- W & E Carruthers, grounds maintenance, £535.00

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054.2 Bank Reconciliation and Budget Update

A budget summary, with expenditure to date against budget, was circulated alongside the agenda and was noted. The balance at bank on 31 October 2021 was £12,556.79.

054.3 Precept and Budget 2022/23

A report had been circulated alongside the agenda containing forecasted remaining income and expenditure levels for 2021/22; the proposed budget for 2022/23 and the estimated levels of financial reserves to be held on the 1st April 2023.

Resolved: To accept the proposed budget for 2022/23 and to set the precept at £7,000.

055/21 Planning Matters

21/0903 Low Dubwath, Kirklington, Carlisle, CA6 6EF - Facade Alterations and External Works Including New Raised Terrace Area with Ramp Access Together with Bike Parking

Resolved to note that the Clerk responded under delegated powers with no representations.

21/0813 Grain Head, Hethersgill, Carlisle, CA6 6HD - Roofing Over of Existing Muck Midden

Resolved to note that permission has been granted.

21/0965 East Prior Rigg, Kirklington, Carlisle, CA8 6EB - Erection of Single Storey Rear Extension to Provide Living Room

Resolved to note that the Clerk responded under delegated powers with no representations and that permission has been subsequently granted.

21/0992 Barn Adjacent Hall Hills Farm, Hethersgill, Carlisle, CA6 6HW - Conversion of And Extension to Barn to Provide 1no. Dwelling House (Revised Application)

Resolved to note that the Clerk responded under delegated powers with no representations.

056/21 Councillor Matters

Cllr Irving noted that an enquiry had been received to ask that the Parish Facebook page share an advertisement for a business based within the parish. Although it was agreed by all that the delivery service being offered by the business was useful to many residents, it was agreed that the platform is not for the sharing of private enterprise and could not be undertaken. An offer to include the business in the Householder Pack and suggest a small paid advertisement in the next Gill, will be made.

057/21 Date of Next Meeting

Resolved that the next meeting of the Parish Council will be held in Hethersgill Parish Hall on Tuesday 18th January at 7.30pm. The meeting will only take place subject to a review of the business to transact, COVID regulations, hall accessibility and member availability at that time.

There being no further business the Chairwoman closed the meeting at 8.30pm.

Signed (Chairman).....
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HethersgillParish Council

Income and Expenditure against Budget 2021/22

	Budget 2021 22	May	July	Sept	Nov	Jan	Mar	Total	%	Total 2020 21
Income										
Brought Forward	£ 8,981.81							£ 8,981.81		£ 6,965.38
Precept	£ 7,000.00	£ 7,000.00						£ 7,000.00	100%	£ 7,000.00
Grants										
	Cumbria County Council							£ -	0%	£ -
	Carlisle City Council							£ -	0%	£ -
	Others							£ -	0%	£ 750.00
Gill Adverts								£ -	0%	£ 15.00
VAT Reclaim								£ -	0%	£ -
Other					£ 1,305.00			£ 1,305.00	0%	£ -
TOTAL	£ 7,000.00	£ 7,000.00	£ -	£ -	£ 1,305.00	£ -	£ -	£ 8,305.00	0%	£ 7,765.00
Expenditure										
Clerk										
	Gross Salary	£ 3,544	£ 573.44	£ 573.44	£ 860.16	£ 573.44		£ 2,580.48	73%	£ 3,440.64
	Expenses & Subs	£ 12	£ 8.00					£ 8.00	67%	£ 11.00
Administration										
	CALC Membership	£ 139	£ 139.98					£ 139.98	101%	£ 134.69
	Data Protection	£ 35			£ 35.00			£ 35.00	100%	£ 35.00
	Postages/Stationary/Misc	£ 100						£ -	0%	£ 96.19
	Equipment	£ 100						£ -	0%	£ 57.89
The Gill		£ 420						£ -	0%	£ 568.88
Donations										
	Parish Hall	£ 500			£ 1,000.00			£ 1,000.00	200%	£ -
	Church	£ -						£ -	0%	£ -
	GNAA	£ 200						£ -	0%	£ 200.00
	Social Committee	£ 500						£ -	0%	£ -
	Others	£ 300						£ -	0%	£ -
Insurance		£ 229	£ 218.00					£ 218.00	95%	£ 218.00
Audit								£ -	0%	£ -
Training		£ 80						£ -	0%	£ 50.00
Website		£ 98			£ 17.00	£ 66.00		£ 83.00	85%	£ 86.00
Projects										
	Sandholes	£ -						£ -	0%	£ -
	Broadband	£ -						£ -	0%	£ -
	Parish Hall	£ -						£ -	0%	£ -
	Others	£ 2,000						£ -	0%	£ -
Grants Payable		£ -						£ -	0%	£ 750.00
	Parish Hall (CCC & City Council)									
Maintenance		£ 200						£ -	0%	£ 74.40
	Includes carry-forward									
Grass Cutting		£ 160				£ 535.00		£ 535.00	334%	£ -
	Includes carry-forward									
Contingency		£ 250						£ -	0%	£ -
VAT Incurred		£ -						£ -	0%	£ 25.88
TOTAL	£ 8,866	£ 939.42	£ 573.44	£ 1,912.16	£ 1,174.44	£ -	£ -	£ 4,599.46	52%	£ 5,748.57

Bank Reconciliation 31.12.21

Brought Forward	£	8,981.81
Total Receipts	£	8,305.00
Total Expenditure	£	4,599.46
Balance 31.12.21	£	12,687.35
Bank Balance 31.12.21	£	12,687.35